

JOB DESCRIPTION: Post-19 ABA Consultant - Maternity Cover (1 year)

SALARY SCALE:	U1 (£44,052) – U3 (£47,771) FTE
HOURS:	22.5 hours per week. 3 days per week.
TYPE	Part Time, Maternity Cover
REPORTS TO:	Head of Post-19
LOCATION:	Hammersmith Hub - 216 Goldhawk Road, London, W12 9NX Wandsworth Hub14 Enterprise Way, London, SW18 1FZ
PROBATIONARY PERIOD:	Six months
HOLIDAY:	The service year for students is approximately 40 weeks. All services closures are non-working days.
SICK PAY:	In accordance with the BeyondAutism sickness absence policy.
REPROTING TO:	Head of Post-19
LINE MANAGEMENT OF:	ABA Supervisors

About BeyondAutism

BeyondAutism is a registered charity dedicated to launching lives through education and training. Using specialist teaching methods we make breakthroughs in communication that dramatically improve a child's ability to cope and make sense of a confusing world. We empower people with autism to live fuller lives and we enable families to cope, so that they can see beyond to a brighter future. In addition to running BeyondAutism Post-19, BeyondAutism also runs two schools and offers outreach, training and consultancy services.

About BeyondAutism Post-19

BeyondAutism Post-19 is an independent special education setting for adults aged 19-25 years with autism. BeyondAutism Post-19 offers a structured programme of intensive intervention, applying the scientific principles of Applied Behaviour Analysis (ABA) and Verbal Behaviour (VB) to deliver a bespoke curriculum and to teach functional communication and life skills; empowering our students to lead rewarding lives and fulfil their potential.

Job purpose

As the lead ABA practitioner you will be an active member of the service's senior leadership team informing the strategic direction of ABA practice and ensuring the quality of all programmes through the management of the ABA Supervisors. The ABA Consultant will be expected to lead on whole service training as directed by the Head of Post-19.

KEY TASKS:

To be responsible for the education and welfare of the pupils

Working effectively with the Head of Post-19 to ensure the safeguarding of the students, modelling best practice at all times.

- Complete the training required to become an Alerting Deputy Manager / Designated Safeguarding Person for the service and work alongside the Head of Post-19 in delivering the Safeguarding Adults Policy and Procedure.
- To deputise for the Head of Post-19 as the Alerting Manager in their absence.

To support and manage the ABA Supervisors in their roles

- To lead and chair ABA Supervisor meetings, to ensure best practice is shared and prompted within both Hubs.
- To oversee the quality of the ABA Supervisor's work.
- To support ABA Supervisors in developing programmes and or behaviour management strategies where required.
- To prepare and conduct reviews and appraisals of ABA Supervisors in conjunction with the Head of Post-19
- To oversee the professional development of ABA Supervisors, including accreditation of BCBA / BCaBA.

To play a key role in stakeholder training

- To provide training to those who support our students both in and out of the service.
- To supervise home and community visits.
- To support and advise ABA Supervisors with home and community visits, ensuring that all stakeholders are receiving adequate information and or support regarding our student's learning.

To ensure, oversee and contribute to the training of ABA Supervisors and ABA Instructors. Taking a lead role in the induction of new ABA Trainee Tutors.

- To take a lead role in delivering induction training of all staff (INSET), especially trainee tutors.
- To contribute to the content of training materials where necessary and in consultation with the Head of Post-19.
- To monitor the quality of behaviour management, teaching and learning, in line with our policies.
- To develop and implement Hub specific inset or after service training sessions.
- To actively participate in the overall management of the Hub teams.

Monitor and contribute to quality assessment, recording and reporting

- To monitor the quality of Individual Education Plans, progress and annual review reports, behaviour management plans and other student progress or planning documents, in conjunction with the Head of Post-19.

- To contribute to the development of EHC Plans and to monitor the outcomes for student through data.

General

- To remain cognisant of evolving teaching techniques using the principles of Applied Behaviour Analysis in particular Verbal Behaviour.
- Contribute to charity wide values including but not limited to Committed to ABA; by supporting a culture that promotes best behaviour analytical practice and attitudes
- Maintain effective and efficient management and organisation of the accommodation and resources of the service.
- Ensure the maintenance of a structured environment for effective teaching and learning.
- Manage the ABA/VB teaching and learning resources.
- To represent the service at SEND Tribunals.

Service Senior Leadership Team

- Take an active role in the drafting of the service development plan, in partnership with the Head of Post-19 for approval by the Advisory Board
- Conduct effective evaluation processes to ensure the high quality and timely quality checking, evaluation and review of the service, in partnership with the Head of Post-19 (SEF).
- Take an active role on BeyondAutism Post-19's Senior Leadership Team, delivering monthly reports as required.
- Attend regular SLT meetings as required.
- Take an active role in times of external review and scrutiny (including: Ofsted, Local Authority Reviews, service improvement reviews commissioned by the Advisory Board and/or BeyondAutism)

Other Duties and Responsibilities

- To be involved in Outreach projects when required.
- Other duties that the Head of Post-19 may from time to time ask the post-holder to perform.